

**MINUTES  
BIG RAPIDS CHARTER TOWNSHIP  
PLANNING COMMISSION**

**Tuesday, March 8, 2022 --- 7:00 p.m.**

**Big Rapids Township Hall, 14212 Northland Drive, Big Rapids, MI 49307**

**I. CALL TO ORDER: 7:00 P.M.**

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, March 8, 2022, at 7:00 p.m.

**II. ROLL CALL:**

Present: Carman Bean, Zach Cook, Mary Davis, Gordon Oliver, Mark Sweppenheiser and Amanda Wethington. Mike Bigford was absent. The record shows there is a quorum. Also present: William Stanek, Supervisor; Zoning Administrator and Recording Secretary, Timothy Kleinheksel.

**III. CONFLICTS OF INTEREST:**

Mrs. Wethington asked if any of the Commission members had known conflicts of interest with any of the items on the agenda for this meeting. No one indicated that a conflict of interest existed.

**IV. MINUTES:**

Mrs. Wethington asked the Commission members to review the minutes of the February 8, 2022 meeting. Mr. Cook made a motion to approve the February 8, 2022 minutes as submitted. Mr. Oliver supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

**V. SITE PLAN REVIEW PZ22-001 SPECTRUM HEALTH:**

Ms. Veronica Clark, Wade Trim representative, presented the site plan drawings for the Spectrum health Primary Care Clinic at the Menards outlot at 14777 215<sup>th</sup> Avenue, Big Rapids Township. Ms. Clark reported responses from the following agencies:

○ **Mecosta County Drain Commissioner – Storm Water**

We have reviewed the above referenced project with respect to the requirements of the Mecosta County Drain and Soil Erosion Laws and Rules and hereby recommend acceptance of the plans, contingent on the following: 1. A soil erosion and sedimentation control permit must be obtained from the Mecosta County Drain Commissioner's office. 2. A signed and notarized maintenance agreement will be required. The Mecosta County Drain Commissioner and/or Spicer Group does not hereby accept any liability for the design or function of the storm water collection and detention/retention system. This review is for compliance

with the guidelines for storm water management only. Larry J. Protasiewicz P.E., Senior Project Manager, SPICER GROUP

○ **City of Big Rapids – Water Main**

Thank you for the preliminary plans. I will answer your questions as best as I can. 1. The connection and Engineering plan approval process should be fairly straightforward (The city only needs to review the water, and not the whole site), and yes we would like to see profiles. The City's standard is 6 feet of cover on water main. This means that 7' hydrants are usually used, or a 6' hydrant with a 1' extension. 2. We do not have a checklist for Township properties. Yes we would like to see watermain profiles, and any utility that will cross the main. I would assume the State will need to see that for your permit also. 3. We require 12 copies for Site Plan review, however this being a Township property – and our only review will be the Water, two copies-and a digital copy will suffice. 4. You have attached the correct application form. With this being a commercial building, The monthly REU's will need to be calculated and those calculations shared for review. The City's connection fee is calculated from those REU's. Note: Since this watermain will be the City's to maintain once it is constructed, We will need a minimum of a 20 foot wide Easement, with accompanying description submitted to the City attorney for review and for recordation at the Register of Deeds. Matt Ruelle, City of Big Rapids, Engineering Technician

○ **Big Rapids Township Fire Department**

Following up on the previous plans that you have sent over, the fire department has no further concerns regarding the access, egress to the property or the layout of the water source, fire hydrants and fire department connections. Thank you, Nick Wyma, Lieutenant, Big Rapids Township Fire Department

○ **Progressive AE – Engineering Review**

Responses (*in italics*) by Wade Trim to Progressive AE Engineering Review: General Items 1. The submittal should include a survey drawing of the parcel with the entire boundary clearly defined and described, including parcel acreage. *Response: Survey drawing with the entire boundary defined and described, including parcel acreage, will be included in the revised plan set.* 2. The civil drawings should include an issuance date in the title block to clarify the date of the drawings and any subsequent revisions. *Response: An issuance date in the title block will be added to the revised plan set and future sets.* 3. The drawings should be sealed by a licensed Civil Engineer. *Response: A seal by a licensed Civil Engineer will be included on the Cover Sheet for all future sets.* 4. The site layout appears to work well for the needs of the site and the adjacent roadways, both public and private. *Response: We agree.* 5. We recommend that the applicant

review the location of the dumpster enclosure and the electrical enclosure to determine if grouping them together would be beneficial to the appearance of the site. *Response: Electrical yard is located at southwest corner of the building for proximity to the building electrical rooms to limit length of underground runs from yard into the building. Dumpsters were not located in this area due to proximity to staff outdoor eating area and site layout requirements for possible future use of this area for drive-up clinic services, including testing and vaccinations.*

Utilities Public Water 1. Public water is available in the Menards access drive and is planned to be extended south to the Spectrum site. The water is shown looping the proposed building in an 8-inch diameter pipe with hydrants at 4 locations around the building. The applicant will need to get approval for the layout and connection from the City of Big Rapids, as the water system owners and operators. Evidence of that approval should be submitted to Big Rapids Township. *Response: A .pdf of the plans were email to Matt Ruelle with the City of Big Rapids for preliminary review on February 2, 2022.*

2. The hydrant layout should also be reviewed by the Township Fire Department. We recommend that bollards be placed in front of the hydrant at the southwest corner of the building to better protect that hydrant and to serve as an added visual reminder of the hydrant location so that it doesn't get covered with snow. The hydrant should be placed within 4 feet of the edge of pavement. *Response: A .pdf of the plans were emailed to Nick Wyma with Big Rapids Township Fire Department for preliminary review on February 3, 2022. Bollards will be added in front of the hydrant at the southwest corner of the building. All hydrants will be placed within four feet of the edge of pavement.*

3. The drawings need to better depict the existing water system in the Menards access drive with respect to size, location, materials and valves. Updated drawings should be submitted to both Big Rapids Township and the City of Big Rapids. *Response: Two topographic survey sheets (T0.1) will be added in the next submittal to the Township and City. The survey will include size, location, materials, and valves of the existing water main.*

Public Sewer 1. The Spectrum building is proposed to be serviced by public sewer from the existing public sanitary sewer in 215th Avenue by extension of 8-inch public main and a 6-inch lateral. *Response: Understood.*

2. The connection appears be sufficient. Additional detail will be needed on the utility drawings to detail the existing sanitary sewer along 215th Avenue. Updated drawings will need to be submitted prior to a permit to construct the sewer system. In addition, details about the public portion will need to be submitted including public easements, use of the chimney boot to prevent infiltration and coordination of inspection of the public portion of the sanitary sewer system. *Response: Additional detail will be added on the utility drawings to detail the existing sanitary sewer along 215th Avenue. Details about the public portion of sanitary sewer will be added to the plan set including public easements, use of chimney boot to prevent infiltration, and coordination of inspection of the public portion of the sanitary sewer system.*

Storm Sewer 1. This site will need to be reviewed

by the Mecosta County Drain Office. *Response: A .pdf of the plans were emailed to Karla Miller with the Mecosta County Drain Commission for preliminary review on February 3, 2022.* 2. We have completed a cursory review of the drainage calculations and find them to be acceptable. *Response: Understood.* 3. We recommend that the outlet ditch discharging from the east detention basing be widened such that it is, at minimum, a 3' wide flat bottom ditch. The 'V' shaped ditch as shown is susceptible to erosion and will be difficult to maintain. *Response: The outlet ditch discharging from the east detention basin will be widened such that it is, at minimum, a three-foot wide flat bottom ditch.* 4. We recommend placement of soil erosion blanket in the outlet ditch to help prevent washouts. *Response: Soil erosion blanket will be added in the outlet ditch and any other locations needed to help prevent washouts.* Lighting 1. We have completed at cursory review of the site lighting and find it to be acceptable. *Response: Understood.*

#### **VI. ACTION ON SITE PLAN REVIEW PZ22-001 SPECTRUM HEALTH:**

Mr. Bean inquired as to the water main sizes. Ms. Clark stated the issue is being worked out with the City. Mr. Mike Oezer, Progressive AE inquired about run-off from the retention areas. Ms. Clark stated it is being added to the site plan drawings. After further discussion by the Planning Commission, Mr. Bean made a motion to approve the Spectrum Health site plan as submitted. Mr. Cook supported the motion. Mr. Oezer, suggested that there be a stipulation for submitting a revised set of site plan drawings. Mr. Bean amended the motion to include the stipulation that a revised set of site plan drawings be submitted by Wade Trim. Mr. Cook supported the amended motion. There was no further discussion. The amendment to the motion passed unanimously with six ayes via roll call vote. The amended motion also passed unanimously with six ayes via roll call vote.

#### **VII. SITE PLAN REVIEW PZ22-004 ACE HARDWARE:**

Mr. Byron Clouse, Big Rapids Ace Hardware, presented the site plan for a retail hardware store and indoor storage facility at the former Save-A-Lot at 14219 Northland Drive, Big Rapids Township. Mr. Bean inquired what percentage of the area would be retail. Mr. Clouse responded with the following square footages: Total Building 28,150; Ace Retail 14,600; Stock/Receiving 12,066; Office 1,020 with the remaining footage for future indoor storage facilities. Mr. Stanek stated that this site plan is for only the retail store as the storage facilities will require a special use permit that will be submitted at the April 2022 Planning Commission meeting.

#### **VIII. ACTION ON SITE PLAN REVIEW PZ22-004 ACE HARDWARE:**

After discussion by the Planning Commission, Mr. Oliver made a motion to approve the Ace Hardware site plan as submitted. Mrs. Davis supported the motion. There

was no further discussion. The motion passed unanimously with six ayes via roll call vote.

**IX. PUBLIC COMMENT:**

There was no public comment.

**X. ADJOURNMENT:**

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 7:28 pm.

Motion to approve the Planning Commission minutes of March 8, 2022 by: Mrs. Davis. Supported by: Mr. Oliver. Motion carried with four ayes.

*Timothy Kleinheksel*,  
Timothy Kleinheksel, Recording Secretary  
BIG RAPIDS CHARTER TOWNSHIP  
PLANNING COMMISSION

April 12, 2022  
Date Approved